

AGENDA
PLANNING, BUILDING AND ZONING COMMITTEE
Village of Hoffman Estates
January 14, 2013

Immediately Following the Transportation & Road Improvement Committee

Members:	Karen Mills, Chairperson	Gary Pilafas, Trustee
	Ray Kincaid, Vice Chairperson	Jacquelyn Green, Trustee
	Gary Stanton, Trustee	Anna Newell, Trustee
		William McLeod, Mayor

I. Roll Call

II. Approval of Minutes - December 10, 2012

NEW BUSINESS

1. Request authorization of an EDA Contract for Prairie Stone public road improvements in an amount not to exceed \$83,695.
2. Request acceptance of Department of Development Services monthly report for Planning Division.
3. Request acceptance of Department of Development Services monthly report for Code Enforcement Division.
4. Request acceptance of Department of Development Services monthly report for Economic Development and Tourism.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

**PLANNING, BUILDING & ZONING
COMMITTEE MEETING MINUTES**

December 10, 2012

I. Roll Call

Members in Attendance:

**Karen Mills, Chairperson
Ray Kincaid, Vice Chairperson
Trustee Gary Stanton
Trustee Jacquelyn Green
Trustee Anna Newell
Village President William McLeod**

Members not in Attendance:

Trustee Gary Pilafas

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Dan O'Malley, Deputy Village Manager
Art Janura, Corporation Counsel
Mark Koplín, Asst. Vlg. Mgr.-Dev. Services
Peter Gugliotta, Director of Planning
Gary Skoog, Director of Economic Development
Gary Salavitch, Director of Engineering
Patrick Seger, Human Resources Mgmt. Dir.
Bob Gorvett, Fire Chief
Michael Hish, Police Chief
Algean Garner, Director of H&HS
Joe Nebel, Director of Public Works
Rachel Musiala, Finance Director
Bruce Anderson, Cable TV Coordinator
Gordon Eaken, Director of IS
Tia Messino, Administrative Intern
Nichole Collins, Emergency Management Coord.
Patricia Cross, Assistant Corporation Counsel
Ashley Monroe, Assistant Planner
Ken Koop, Risk Manager**

Others in Attendance:

Yousuf Ahmed, Levy Restaurant Group

The Planning, Building & Zoning Committee meeting was called to order at 7:00 p.m.

II. Approval of Minutes

Motion by Trustee Stanton, seconded by Trustee Newell, to approve the Planning, Building & Zoning Committee meeting minutes of November 12, 2012. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Green, seconded by Trustee Newell, to approve the Planning, Building & Zoning Committee special meeting minutes of November 19, 2012. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. **Request approval of a time extension to the temporary moratorium on the enforcement of the regulations in Section 9-3-8-K-5 of the Zoning Code to allow certain temporary business signs to be displayed during depressed economic conditions.**

An item summary from Peter Gugliotta and Josh Edwards was presented to Committee.

Trustee Stanton and Mr. Norris discussed why this was a temporary moratorium and not a permanent change in municipal code.

Motion by Mayor McLeod, seconded by Trustee Kincaid, to approve request for a time extension to the temporary moratorium on the enforcement of the regulations in Section 9-3-8-K-5 of the Zoning Code to allow certain temporary business signs to be displayed during depressed economic conditions. Voice vote taken. All ayes. Motion carried.

2. **Request by 2300 Stonington Properties, LLC (a.k.a. We Care Recycling LLC) to cancel the previous Cook County 6b classification and approve a new Class 6b classification for property tax assessment purposes for the property located at 2300 Stonington Avenue.**

An item summary from Gary Skoog was presented to Committee.

Mr. Norris provided additional background information on the property. Trustee Mills, Mr. Skoog and Mr. Norris discussed the two conditions (limit of 12 years and a five year limit for property tax appeals for the new Class 6b classification) and their inclusion in the motion.

Nicholas Teague, owner of We Care Recycling LLC, and Patrick Kilmer, Counsel for We Care Recycling, confirmed with Trustee Mills that they understood the two conditions on the new Class 6b classification. Mr. Teague provided background information on We Care Recycling LLC and their future plans to grow their business and repair the building.

Trustee Mills and Mr. Teague discussed that there would not be any hazardous items at their recycling facilities.

Trustee Kincaid, Mr. Teague and Mr. Norris discussed that appealed property taxes would not be lower than the Class 6b classification.

Trustee Kincaid and Mr. Teague discussed the We Care Recycling competitors and whether any of the local thrift stores would compete with We Care Recycling. Mr. Teague explained that their business model was as a recycling wholesaler and not a retailer.

Trustee Kincaid, Mr. Skoog and Mr. Norris discussed the status of the lease for Savers and that it was the Village's understanding that the lease had not been formally accepted. Mr. Gugliotta explained that Savers had not yet applied for a special use with the Planning and Zoning Commission.

Trustee Kincaid, Mr. Skoog and Mr. Teague discussed that the property at 2300 Stonington Avenue has a sprinkler system and that We Care Recycling would be installing "slower release heads" on the sprinkler system in the next year.

Motion by Mayor McLeod, seconded by Trustee Newell, to approve request by 2300 Stonington Properties, LLC (a.k.a. We Care Recycling LLC) to cancel the previous Cook County 6b classification and approve a new Class 6b classification for property tax assessment purposes for the property located at 2300 Stonington Avenue with the two conditions regarding length of term and the five year restriction on property tax appeals. Voice vote taken. All ayes. Motion carried.

3. Request acceptance of Department of Development Services monthly report for Planning Division.

The Department of Development Services monthly report for Planning Division was submitted to the Committee.

Motion by Trustee Green, seconded by Trustee Stanton, to accept the Department of Development Services monthly report for Planning Division. Voice vote taken. All ayes. Motion carried.

4. Request acceptance of Department of Development Services monthly report for Code Enforcement Division.

The Department of Development Services monthly report for Code Enforcement was submitted to the Committee.

Trustee Mills highlighted that Betty Melligan was named the Code Enforcement Officer of the year.

Trustee Kincaid and Mr. Norris discussed that Plote received three citations for political signs that were larger than Village ordinance permits.

Motion by Trustee Stanton, seconded by Trustee Green, to accept the Department of Development Services monthly report for Code Enforcement Division. Voice vote taken. All ayes. Motion carried.

5. Request acceptance of Department of Development Services monthly report for Economic Development and Tourism.

The Department of Development Services monthly report for Economic Development and Tourism was submitted to the Committee.

Trustee Kincaid and Mr. Skoog discussed the mural on the wall in the Sears Centre Arena.

Trustee Mills requested a picture of the mural that would be put up on the wall.

Trustee Kincaid and Mr. Norris discussed Parcel 23, Stonegate and Metropolis and whether there were future development plans.

Motion by Trustee Stanton, seconded by Trustee Newell, to accept the Department of Development Services monthly report for Economic Development and Tourism. Voice vote taken. All ayes. Motion carried.

III. President's Report

Mayor McLeod congratulated Betty Melligan on being named Code Enforcement Officer of the Year. Mayor McLeod reported that the Village received a 100% on tobacco age compliance checks. Mayor shared that he attended the following events: Northwest Municipal Conference Executive Committee, a JAWA meeting, a Citizens Advisory Meeting, the Mayor's Open House, Kicked off the Chicago Soul Home Opener, Shop with a Cop, Wreaths across America at Cabelas, Teddy Bear Tea, Madrigal Dinner and that Trustee Stanton attended a passenger rail meeting in his stead.

IV. Other

V. Items in Review

VI. Adjournment

Motion by Trustee Stanton, seconded by Mayor McLeod, to adjourn the meeting at 7:22 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Emily Kerous, Dir. of Operations/Outreach -
Office of the Mayor & Board

Date

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization of an EDA Contract for Prairie Stone public road improvements in an amount not to exceed \$83,695

MEETING DATE: January 14, 2013

COMMITTEE: Planning, Building and Zoning

FROM: *mk* Mark Koplin

REQUEST: Request authorization of an EDA Contract for Prairie Stone public road improvements in an amount not to exceed \$83,695.

BACKGROUND: Pursuant to the Economic Development Agreement, which requires submittal to and approval by the Village Board, Village staff hereby submit a proposed contract. The work, considered EDA eligible, is consistent with previous site preparation and public infrastructure EDA Contracts approved by the Village since inception of the EDA.

Project costs, as defined in the Economic Development Agreement, include “construction of the Public Improvements”. These improvements are specifically referenced in Exhibit H, Section D (Sanitary Sewer), Phase I Development Public Site Improvements. The cost of the improvements in the right of way is to be considered reimbursable to the Village from the Junior Lien Bond Funds (Schedule 12).

A copy of the EDA Contract was placed on the Trustees’ table on December 11, 2012.

DISCUSSION: This proposed contract is to be awarded as a “not to exceed” contract. The total contract amount is a reasonable estimate of the work to be performed and, as such, only the actual costs of services performed will be invoiced and paid.

Many of previous EDA Contracts approved by the Village have been submitted by Sears, who has constructed improvements as the Village’s agent. For this EDA Contract, the Village has contracted directly for this work without Sears as our agent.

A description of each of the specific components of the proposed EDA Contract follows.

DISCUSSION: (Continued)**A. *Village of Hoffman Estates - Prairie Stone Parkway Median Break***

As part of the Village's Annual Street Project, the Transportation and Engineering Division coordinated and the Village's street contractor removed the existing median break of Prairie Stone Parkway adjacent to the former Fire Station 24.

The total amount of this subcontract is \$7,860.

B. *Village of Hoffman Estates - Prairie Stone Parkway Turn Lane*

As part of the 2012 Street Project, the Transportation and Engineering Division coordinated and the Village's street contractor constructed a westbound left turn lane for future development on Parcel 14A/15. The existing intersection with the access to the 5550 Prairie Stone Parkway office building provided an opportunity to provide access to this future development parcel.

The total amount of this subcontract is \$56,846.

C. *Village of Hoffman Estates - Pratum Avenue Median Break*

As part of the Village's Annual Street Project, the Transportation and Engineering Division coordinated and the Village's street contractor removed the existing median break of Pratum Avenue adjacent to the former Fire Station 24.

The total amount of this subcontract is \$7,757.

D. *Village of Hoffman Estates Project Management Fee*

As with other EDA Contracts, whether oversight was provided by Sears or their agent or by the Village of Hoffman Estates, a project management fee is assessed. A typical 5% based on the total construction costs is reasonable and covers the Village's administrative costs related to the project, as well as the EDA accounting.

The total amount of this subcontract is \$3,623.

E. *Contingency*

A contingency is requested to cover the unknown costs associated with design and construction of the improvements. The contingency represents 10% of the total of the subcontracts and is consistent with previously approved EDA Contracts.

A total of \$7,609 is requested for contingency.

FINANCIAL IMPACT:

EDA Bond Funds remaining from the original projects would be used for the above projects, as they were used for the previously approved projects.

RECOMMENDATION:

Recommend authorization of an EDA Contract for Prairie Stone public road improvement costs incurred by the Village, including:

- A. Village of Hoffman Estates in the amount of \$7,860.
- B. Village of Hoffman Estates in the amount of \$56,846.
- C. Village of Hoffman Estates in the amount of \$7,757.
- D. Village of Hoffman Estates Project Management Fee in the amount of \$3,623.
- F. Contingency in the amount of \$7,609.

For a total not to exceed \$83,695.

**VILLAGE OF HOFFMAN ESTATES
DEPARTMENT OF DEVELOPMENT SERVICES
PLANNING DIVISION MONTHLY REPORT**

**SUBMITTED TO PLANNING, BUILDING & ZONING COMMITTEE
January 14, 2013**

PLANNING AND ZONING COMMISSION

December 19, 2012 Meeting

- Meeting cancelled.

January 2, 2012 Meeting

- Meeting cancelled.

January 16, 2012 Meeting

- Resident, 405 Azalea Lane, side setback variation for existing house and addition.

February 6, 2012 Meeting

- Subdivision Code amendments.

CURRENT ACTIVE PROJECT REVIEWS

- Bradwell Parcel – Annexation, site plan and subdivision for single family homes
- National Veterans Museum – Site plan, subdivision, zoning, Development Agreement for museum
- St. Alexius Medical Ctr., 1555 Barrington Road & ABBHH, 1650 Moon Lake Boulevard - Master Sign Plan
- Savers Resale Store and Donation Drop-Off Center, Golf Center – Special Use and Site Plan Amendment
- Dog Daycare, 2116 Stonington – Text Amendment and Special Use
- Resident, Devonshire Woods Estates – Plat of Consolidation and Site Plan Amendment to combine two lots
- 460 Azalea & 1120 Aspen – Plat of Resubdivision & Setback/ Lot Width Variations
- SHARE, 1776 Moon Lake, Site plan amendment for minor addition
- Mori Seiki – site plan amendment for dumpster enclosure
- Zoning Code text amendment regarding communication antennas

POTENTIAL UPCOMING PROJECTS

- Former Givaudan, 5115 Prairie Stone Parkway, site plan amendment for reoccupancy and expansion
- Firestone, 1050 Roselle Road, site plan amendment and sign variation
- Bosch Rexroth, 5150 Prairie Stone Parkway – Site plan for wind tower
- Barrington Square Animal Hospital, 2370 Higgins, site plan amendment for expansion
- HE Park District Bridges of Poplar Creek Golf Course– site plan for hotel
- Zippy's, 830 Roselle Road, site plan amendment for façade changes
- 940 Freeman – site plan amendment for farmhouse renovation
- Berner Road Subdivision - Annexation, site plan and subdivision for single family homes

POTENTIAL FUTURE DEVELOPMENTS

- *Vacant Beacon Pointe Phase 2* – no active development discussions
- *Vacant Fountain Crossings properties* – occasional discussions continue with the bank that owns 15 acres north of the Meijer property, as well as with Meijer regarding potential future uses for the property
- *Vacant parcel on Barrington Road between Golf and Bode Roads (17 acres)* – no recent activity.
- *Vacant parcel at Ela and Algonquin Roads (40 acres)* – a residential developer is continuing to negotiate with the land owner regarding the sale of this property, which is zoned R-4 One Family Residential.

- *Various Prairie Stone Properties* – Planning staff continues to work with the Economic Development Division by participating in discussions with land owners and potential developers of various uses that would be appropriate in the 59/90 Entertainment District. This includes primarily properties at the intersection of Hoffman Boulevard and Route 59, and the vacant parcels to the east and west of the Sears Centre Arena. A primary goal is to find uses that complement the Arena and will attract more visitors to the area. Recently there has been an increase in interest in potential developments in this area.

RESIDENTIAL SUBDIVISIONS

There has been no recent activity regarding new construction, except for the proposed 19-lot subdivision on Bradwell.

GENERAL ACTIVITIES

General Planning Efforts – Ashley Monroe continues to attend NWMC Bicycle Committee meetings.

During the past month Planning staff continued to work on text amendments to the Subdivision Code.

On January 7, the Planning staff welcomed Daniel Ritter as a new employee (part time Planning Technician). This position replaced a part time Associate Planner position. Dan will primarily assist with daily planning requests and reviews.

Planning responded to several Freedom of Information Act and GovQ&A requests during the past month. These requests generally involve research and review of site plans, ordinances, meeting minutes, correspondence and other documents.

Planning staff is continuing to work with the Transportation and Engineering Division on Canadian National Railroad sound mitigation plan. Planning is also providing input and some assistance on the Hassell Road project, Palatine Road project, Tollway widening, Barrington Road Tollway Interchange, PACE Park & Ride locations, and the RTA Transit Study Project.

Village Website – Planning staff continues to regularly update the Planning, CDBG, Census, Green, Grants, and Economic Development portions of the Village website.

Economic Development/Marketing/Promotional Items

Planning staff continues to create the graphics for events and perform all regular updates to the Village's www.visithoffman.com tourism website, where detailed information can be found on events, dining, lodging, entertainment, and shopping opportunities. Recent efforts involved working with Mayor's office to promote the Small Business Saturday event at Hoffman Plaza shopping center to be held on November 24.

Planning staff continues to work with the Economic Development Division and Mayor's office on marketing and branding for the Poplar Creek at 59/90 Entertainment District. Several potential new developments have been discussed with property owners and staff is working to try and facilitate these projects. Certain properties are in the foreclosure process, which has hampered some efforts.

The Planning Director continues to work with the Economic Development Director and others on several potential redevelopment opportunities of key properties in the Village.

GREEN INITIATIVES www.hoffmanestates.org/green

Activities and Awards –

- Residents are able to drop off their old holiday lights at the Village Hall until February 4th. The program began in mid-November and many lights have already been collected. A program notice was in the November and December issues of *The Citizen*.

- Ashley Monroe completed the draft of the Village Sustainability Plan. Staff and appropriate board and commission reviews have been completed. Staff will revise according to comments received and then present formally to Committee and the Board in January 2013.
- In addition to increased advocacy for the Green Business Recognition Program, staff is currently conceiving methods of outreach to local businesses regarding available technical assistance and financial incentive resources for potential energy efficiency and conservation improvements.

Green Business Recognition Program - The Green Business Recognition Program launched in March 2011 and eleven applications for recognition have been submitted. The application for green business recognition is located on the Village's website on the *Growing to Greenness* page or the *Business* tab on the main page. Ashley Monroe attended the December 18th Hoffman Estates Park District Board meeting with Mayor McLeod to present a Green Business recognition for their green business efforts.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) www.hoffmanestates.org/cdbg

General - The Village's Program Year 7 allocation is \$259,504, which is significantly less than the previous years due to federal budget reductions. As part of the 2012 Annual Action Plan, the funds have been allocated based on Village funding priorities, including funding for housing rehabilitation and a small amount for infrastructure improvements. The Annual Action Plan for the 2012-2013 Program Year was approved by the Village Board on August 6 and was informally approved by HUD in late September. Program Year 7 began October 1, 2012. Staff submitted the Comprehensive Annual Performance Evaluation Report (CAPER). The report is an evaluation of progress and accomplishments for the past year. It is due each year within 90 days of the end of the program year. It is required to be presented for public comment therefore the CAPER draft has been posted on the Village's CDBG webpage. A December 18th public hearing to review the CAPER was held at 4:30 p.m. at the Village Hall. Representatives from Hoffman Estates Community Bank and JOURNEYS – The Road Home attended.

Activities and Training – Ashley Monroe attended a December 13th meeting of AHAND in Des Plaines. The group is for Northwest suburban organizations working to prevent homelessness. HUD requires that the Village remain informed of the actions of the regional "Continuum of Care".

Single-Family Housing Rehabilitation - North West Housing Partnership (NWHP), acting as the Village's subrecipient, is currently working with several homeowners on the loan and construction application process for single family home rehabilitation projects. A total of 30 projects have been completed since 2006. A few households are moving through various stages of the application process and new advertising to promote the program is being planned. A new agreement for NWHP services (2012-2013 Program Year) was approved by the Village took effect October 1, 2012. Two projects are in the construction phase. An article in the November *Citizen* generated several resident inquiries about the program.

Infrastructure Improvements – Staff finalized work with Novotny consultants on Phase II of the Barrington Square neighborhood lighting improvements. H&H Electric Company has completed work on the lighting improvements and worked with Public Works to finalize the project.

GRANTS www.hoffmanestates.org/grants

Staff continues to search for and investigate new grant opportunities through a variety of sources. A full spreadsheet of all grants is available at www.hoffmanestates.org/grants.

CMAP Local Technical Assistance Grant – The Village was selected for technical assistance to help the Golden Corridor Manufacturing group with a student and displaced worker outreach and education strategy. Staff is organizing a meeting of the Golden Corridor group on January 16th where CMAP will present a summary of the project scope. The project will formally begin in early 2013.

ITEP Grant – Staff assisted the Transportation Division with the Illinois Transportation Enhancement Program application. This year's application repeated a request for funding for the undercrossing of I-90 along the CN Railroad tracks and modifications to the trail along Shoe Factory Road. The crossing and bike system improvements would create

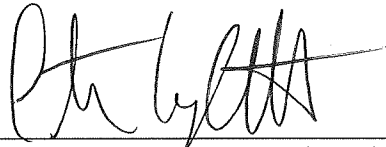
valuable pedestrian and bicycle connections between residential neighborhoods and Prairie Stone Business Park, as well as connections to regional systems. Selections were anticipated in October but have not yet been announced.

Illinois Gigabit Grant – Staff completed work with CATV Coordinator Bruce Anderson, IS and Comcast to coordinate an application for installation of an ultra high speed internet corridor. Emphasis of the grant is to improve access of ultra high speed internet to health providers and education institutions as well as improve the economic development opportunities within a community. The Village was not selected in the first round of selections however additional applications are still being considered for award.

CPPW Grant - Planning staff assisted the Transportation Division on the grant for bike route signs and the creation of a complete streets resolution. A Complete Streets resolution was approved by the Transportation and Road Improvement Committee meeting in October. The grant period ended April 30, 2012 and final reports have been submitted. While no longer reimbursed by the CPPW grant, staff continues to draft code revisions to supplement the Complete Streets goals described in the resolution and will bring the draft changes to Committee in upcoming months along with other proposed Subdivision and Zoning Code changes.

RTA Flexible Transit Service Operations Study Grant – Jim Donahue is working with the Transportation Division to manage the consultant who has been hired to complete the work on this grant. Meetings with the Steering Committee were completed in December as the second phase of the study is underway.

Energy Efficiency and Conservation Block Grant (EECBG) – The EECBG period ended September 30, 2012. All infrastructure projects have been completed and all grant funds were expended. Some projects, such as the code development, sustainability plan, and energy assessments will continue beyond the grant period to completion. Staff completed the last reporting cycle at the beginning of October. Staff has drafted a more detailed summary of all recovery funded grants, as ARRA grant requirements have come to a close.



Peter Gugliotta, Director of Planning Division

Village Grant Summary Information (current as of January 2013)

ARRA Grant	Amount Received	Amount Expended	Project	Status
Energy Efficiency and Conservation Block Grant (EECBG)	\$515,100	\$520,249.99	Fund initiatives for public facilities and residents.	The Energy Assessment program continues and Code staff BPI certified (energy certification). Parking lot lighting, Village Hall exterior lighting, interior lighting at Public Works buildings, and Village Hall roof projects complete. All recycling containers & the hybrid vehicle purchased. HVAC system update at Vehicle Maintenance is complete. Staff continues work on Sustainability Plan. Funds beyond amount received reflect program income acquired within grant period and reimbursed to Village for staff time expended on EECBG projects.
Local Energy Assurance Planning (LEAP) Grant	\$98,556	\$71,434.26	Create emergency energy plans; assess Village facilities; education for local businesses	Some staff time drawn for project management and RFP work. Plan was created and approved. Assessments of Village energy readiness complete. Participated in regional exercise. National conference attended. Project Complete. Reports submitted.
Communities Putting Prevention to Work (CPPW)	\$48,000 plus \$10,000 supplement	\$50,580.53	Install bike route signs, complete streets resolution, code revisions	Signage installation completed in October 2011 and paid installer. Active Transportation Alliance has reviewed Code and staff has been working on an internal review. Funds drawn for staff time. Grant period complete.
Non- ARRA Grant	Amount Allocated/ Received	Amount Expended	Project	Status
Illinois Department of Commerce and Economic Opportunity (DCEO) Energy Efficiency Incentives	\$25,790	\$21,319 (reimbursed)	Supplemental funding for multiple lighting projects funded by the Energy Efficiency and Conservation Block Grant (EECBG).	4 lighting projects have been completed and received reimbursement. Waiting on completion of additional lighting projects before \$4,471 rebate is received.
Firefighters Assistance Grant from FEMA	\$312,000	\$312,000	Purchase 13 Cardiac Monitors and Defibrillators.	Vendor selected and item brought to Village Committee on Feb. 28 th for approval to purchase monitors for \$371,925.
Emergency Operations Center – Technology Grant	\$70,000	\$62,319.02	Federal funding for technology at the new EOC, including communications and video equipment.	All equipment has been purchased.
Illinois Department of Commerce and Economic Opportunity (DCEO) Construction Grants	\$1,325,000	\$1,325,000	Reimbursement funding for construction costs at Police & EOC Building, 411 W. Higgins Rd.	Village has received all five and staff is closing out the grants.
Metropolitan Mayors Caucus (MMC)	\$29,926	\$29,863 (reimbursed)	Reforestation grant for planting trees to replace Ash trees to prevent infestation of Emerald Ash Borer.	Initiated reforestation. Have invoiced MMC for reimbursement.
Federal Emergency Management Agency (FEMA)	\$49,760	\$31,639.20	Pays 80% of Fire Department employee physicals.	A portion of the physicals have been completed. An extension has been given into summer 2012.
Illinois Department of Transportation (IDOT)	\$50,000 (90% grant) Village share: \$5,000	N/A	Evaluation of intersection safety in location of Bode and Gannon and Bode and Salem as part of planned future Surface Transportation Projects (STP). Joint project with Village of Schaumburg.	Award granted in August 2010. Staff coordinating with Schaumburg & has short list of consultant proposals.
Regional Transportation Authority (RTA) Grant	TBD, estimated \$75,000-\$80,000	N/A	Study to identify and create operating plans for a flexible route (hybrid of traditional fixed and curb to curb service) bus transit service in parts of the Village.	Staff has met with RTA and has been submitting information to the selected consultant in preparation for the study.



CODE ENFORCEMENT
MONTHLY REPORT
SUBMITTED TO PLANNING, BUILDING & ZONING COMMITTEE
JANUARY 2013

Attached is the monthly report for Code Enforcement for the period ending December 31, 2012.

Mark Koplin, Assistant Village Manager-Development Services

ACTIVITIES

On December 5, 2012, Don Plass, Betty Melligan, Dave Banaszynski, and Bill Chlebik attended the Illinois Association of Code Enforcement (IACE) meeting at Elgin Community College. The topic was "Emergency Management for Code Enforcement." Betty Melligan received an award for "Code Enforcement Officer of the Year."

On December 11, 2012, David Banaszynski attended the quarterly Environmental Health Practitioner Board Meeting in Chicago.

On December 13, 2012, David Banaszynski attended the quarterly State Board of Health meeting in Chicago.

EMERGENCY CALL OUTS

No call outs.

GARAGE SALE PERMITS

No garage sale permits issued.

DEMOLITION PERMITS

No demolition permits issued.

CONSTRUCTION INSPECTIONS

Structural	70	Fences	3
Electrical	18	Roofing/Siding	20
Plumbing	20	Patios/Driveways	14
Mechanical	12	Decks	0
Other	1	Sheds	1

FIRE INSPECTIONS

Annual	88
Reinspections	66
Business Licenses	6

ENERGY AUDITS

2 energy audit tests.

BACKFLOW TESTING

54 backflow devices were tested.

TRANSFER STAMPS

133 real estate transfer stamps were issued.

CITATIONS ISSUED

38 written citations issued.

ENVIRONMENTAL HEALTH INSPECTION REPORT

Inspections are performed mainly at food establishments, however, the Health Officer also inspects day care centers, public pools, beauty salons, etc. Food establishments are divided into the risk categories of high, moderate, or low risk. A high risk establishment presents a high relative risk of causing foodborne illness based on the large number of food handling operations typically implicated in foodborne outbreaks and/or the type of population served by the facility.



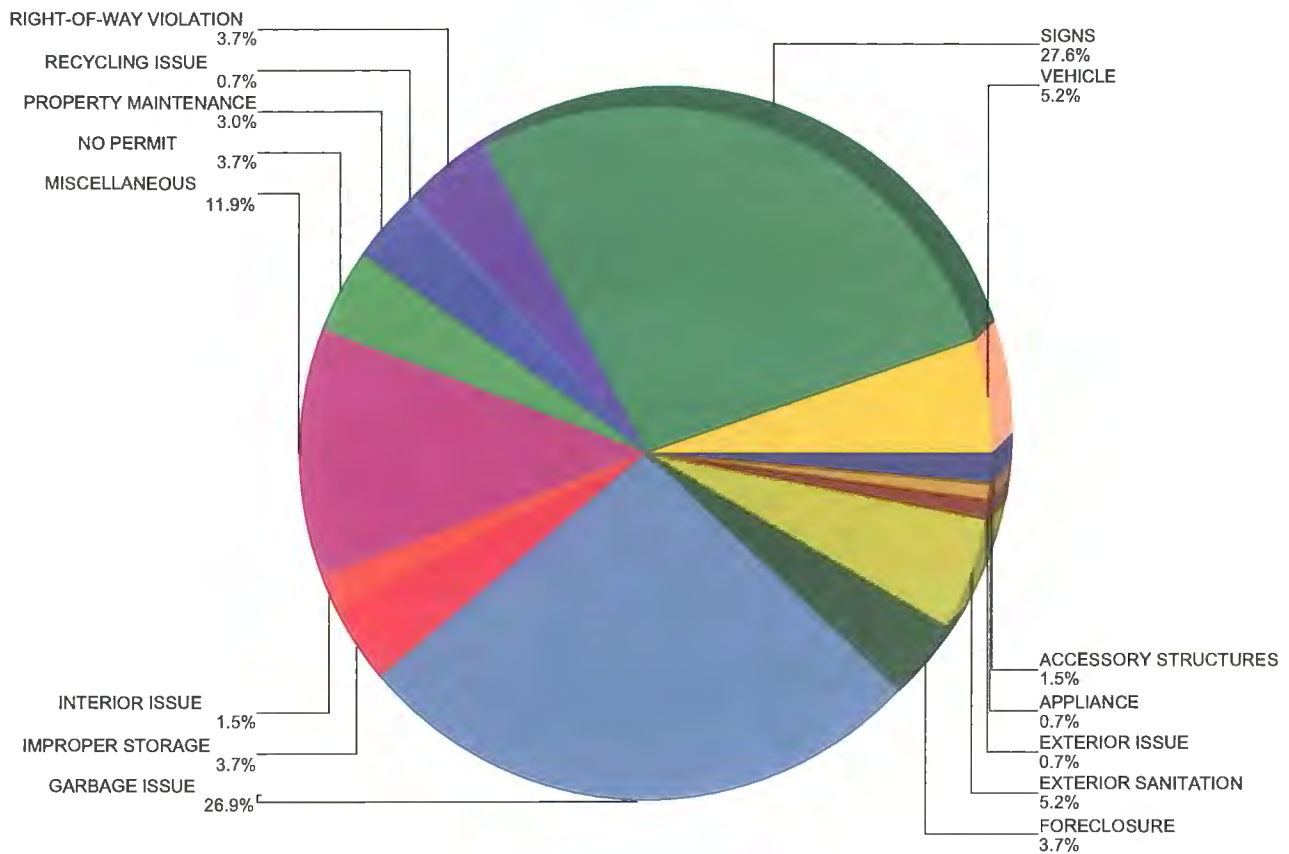
Activity	This Month	Year to Date
High Risk Food	6	291
Med Risk Food	36	185
Low Risk Food	1	120
Swimming Pools	0	15
Plan Review	4	33
Day Care	0	12
Complaint	5	53
Totals:	52	709

PERMIT REPORT

DESCRIPTION	2011 YEAR-TO-DATE # OF PERMITS (not including current month)	2011 DECEMBER # OF PERMITS	2011 TOTAL YEAR-TO-DATE # OF PERMITS	2012 YEAR-TO-DATE # OF PERMITS (not including current month)	2012 DECEMBER # OF PERMITS	2012 TOTAL YEAR-TO-DATE # OF PERMITS
Business Remodeling	72	8	80	69	5	74
Demolition	3	0	3	1	0	1
Driveways	200	4	204	201	0	201
Electrical	92	6	98	99	2	101
Fences	112	1	113	181	2	183
Mechanical	170	8	178	181	9	190
Miscellaneous Permits	242	23	265	323	15	338
Multi-Family Remodeling	5	1	6	0	0	0
New Business	0	0	0	5	1	6
Plumbing	233	15	248	222	20	242
Pools - Above Ground	7	0	7	18	0	18
Pools - In-Ground	0	0	0	2	0	2
Residential Decks	55	1	56	49	0	49
Residential Patios	122	0	122	115	0	115
Residential Garages	6	0	6	10	0	10
Residential Remodeling	99	3	102	121	3	124
Residential Sheds	33	1	34	37	2	39
Roofs/Siding	614	26	640	346	18	364
Signs	99	11	110	100	5	105
Single Family Residences	2	0	2	1	0	1
Automatic Fire Alarms	38	6	44	33	3	36
Other Fire Suppression Systems	13	1	14	6	0	6
Fuel Storage Tanks	1	0	1	0	0	0
Hood & Duct Mechanical	2	1	3	9	0	9
Hood & Duct Suppression	6	1	7	7	0	7
Open Burns	4	1	5	5	5	10
Automatic Sprinklers	41	4	45	35	5	40
Temporary Heating	0	0	0	0	0	0
Lock Boxes	9	0	9	8	0	8
Pyrotechnic Displays	0	0	0	0	0	0
TOTALS	2280	122	2402	2184	95	2279

Monthly Code Violation Summary Report

Dec 1, 2012 - Dec 31, 2012

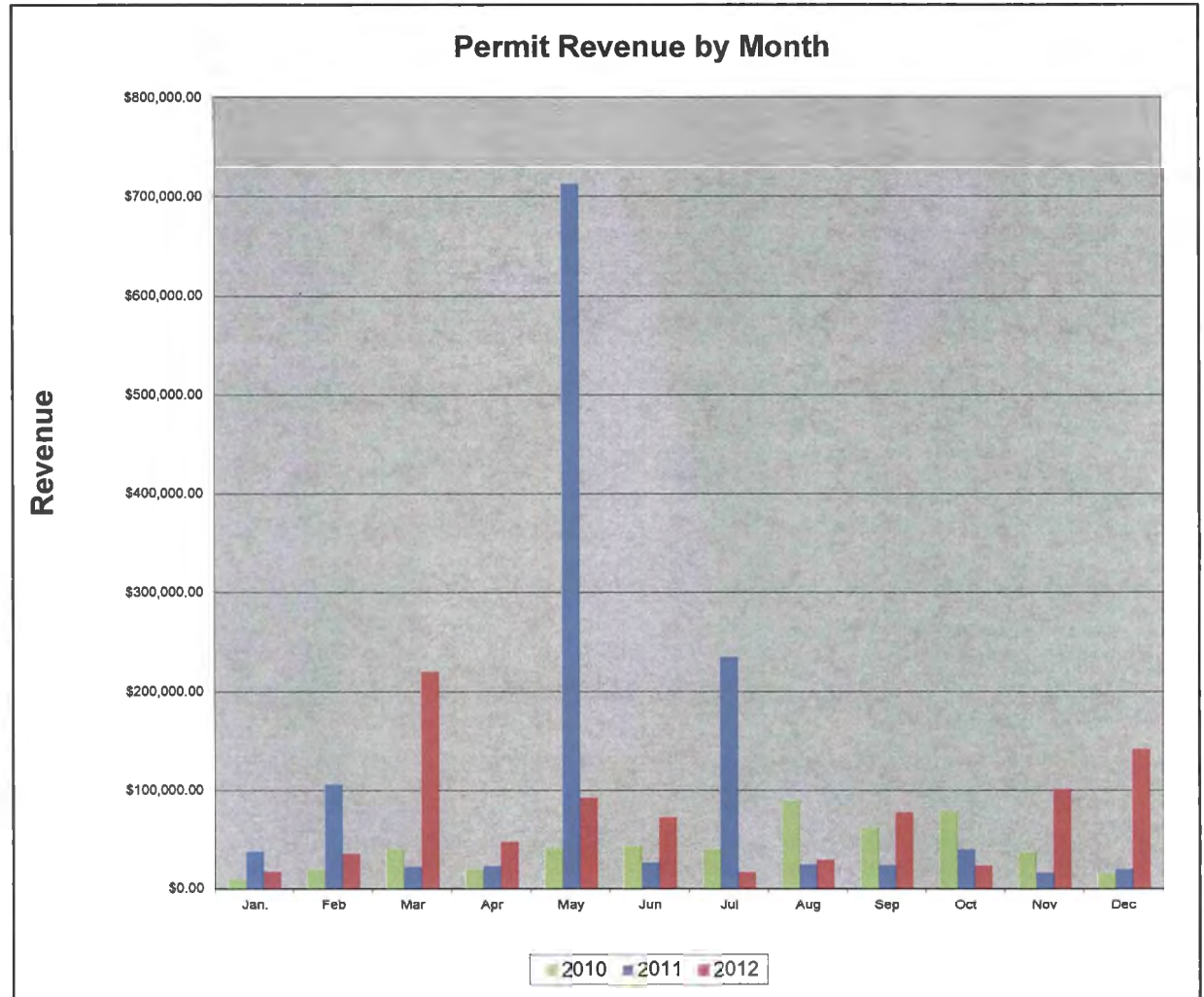


Violation Type	Total
ACCESSORY STRUCTURES	2
APPLIANCE	1
EXTERIOR ISSUE	1
EXTERIOR SANITATION	7
FORECLOSURE	5
GARBAGE ISSUE	36
IMPROPER STORAGE	5
INTERIOR ISSUE	2
MISCELLANEOUS	16
NO PERMIT	5
PROPERTY MAINTENANCE	4
RECYCLING ISSUE	1
RIGHT-OF-WAY VIOLATION	5
SIGNS	37
VEHICLE	7
TOTAL	134

Permit Revenue Comparison

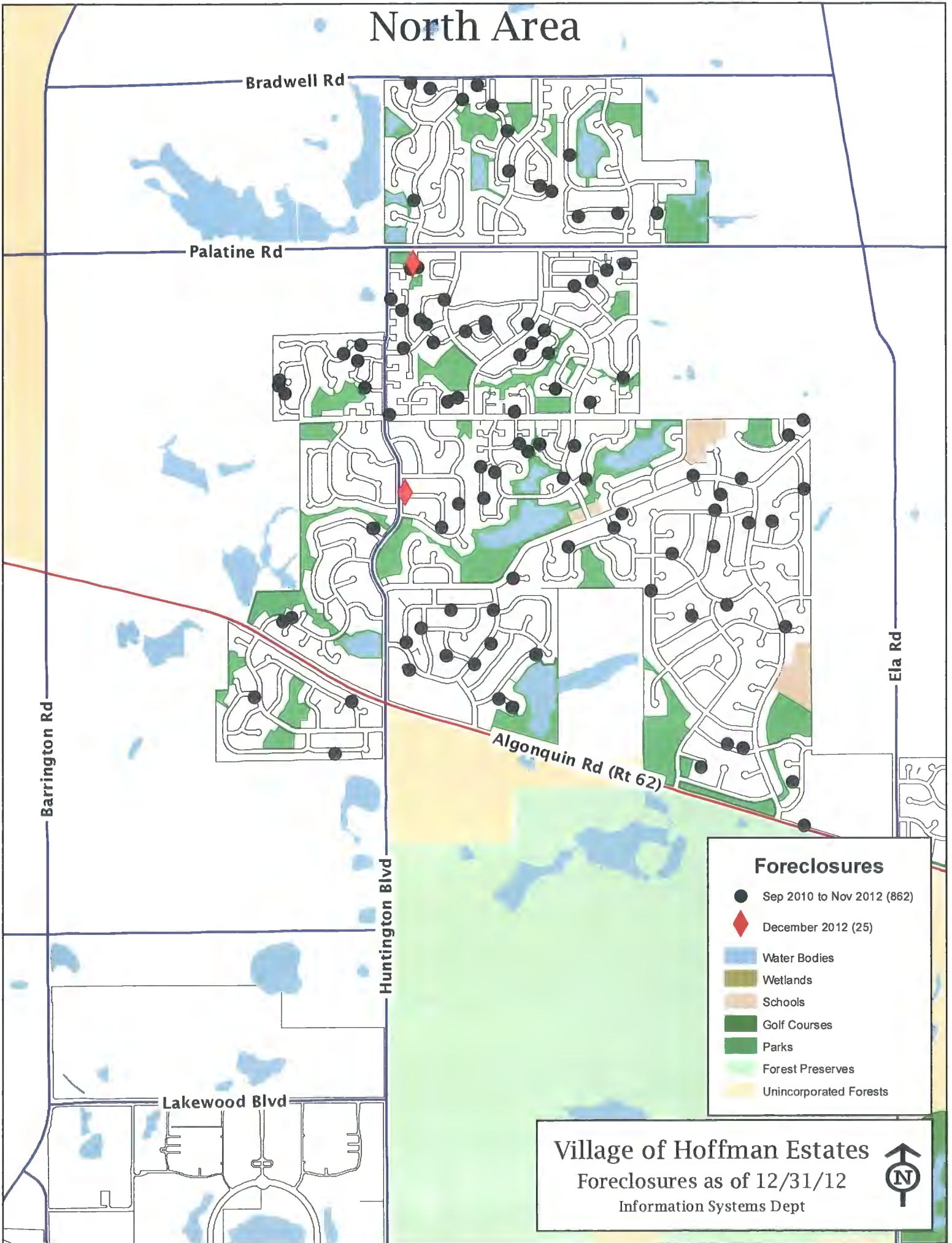
2012 Budget: \$650,000.00

Year	2010	2011	2012
Jan.	\$9,880.67	\$38,524.80	\$17,584.66
Feb	\$19,712.60	\$106,450.76	\$36,310.20
Mar	\$41,163.02	\$22,936.21	\$220,507.90
Apr	\$20,664.39	\$23,549.25	\$48,383.35
May	\$42,397.85	\$713,229.70	\$92,947.50
Jun	\$44,626.83	\$27,389.90	\$73,320.50
Jul	\$41,530.49	\$236,101.48	\$17,268.94
Aug	\$90,310.95	\$25,465.02	\$29,756.75
Sep	\$63,302.03	\$24,462.21	\$77,372.72
Oct	\$79,677.79	\$41,035.00	\$23,472.63
Nov	\$38,217.49	\$17,015.50	\$101,439.42
Dec	\$16,576.60	\$20,420.60	\$142,015.74
Revenue	\$508,060.71	\$1,296,580.43	\$880,380.31



Total Revenue includes building permits, fire permits and Temporary Certificates of Occupancy.

North Area



Bradwell Rd

Palatine Rd

Barrington Rd

Huntington Blvd

Algonquin Rd (Rt 62)


Ela Rd

Lakewood Blvd

Foreclosures

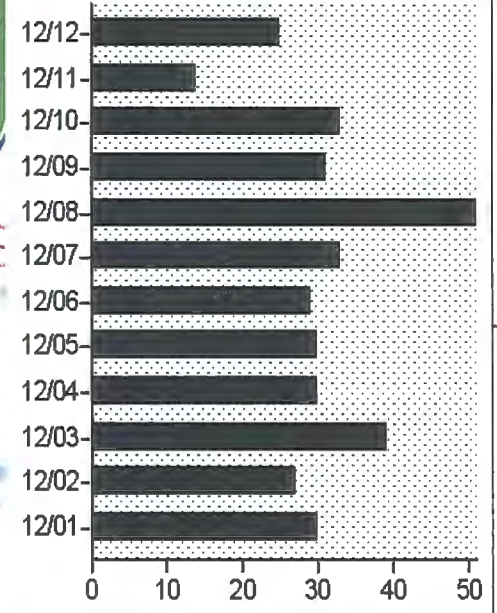
- Sep 2010 to Nov 2012 (862)
- ◆ December 2012 (25)
- Water Bodies
- Wetlands
- Schools
- Golf Courses
- Parks
- Forest Preserves
- Unincorporated Forests

Village of Hoffman Estates
Foreclosures as of 12/31/12
Information Systems Dept



South Area

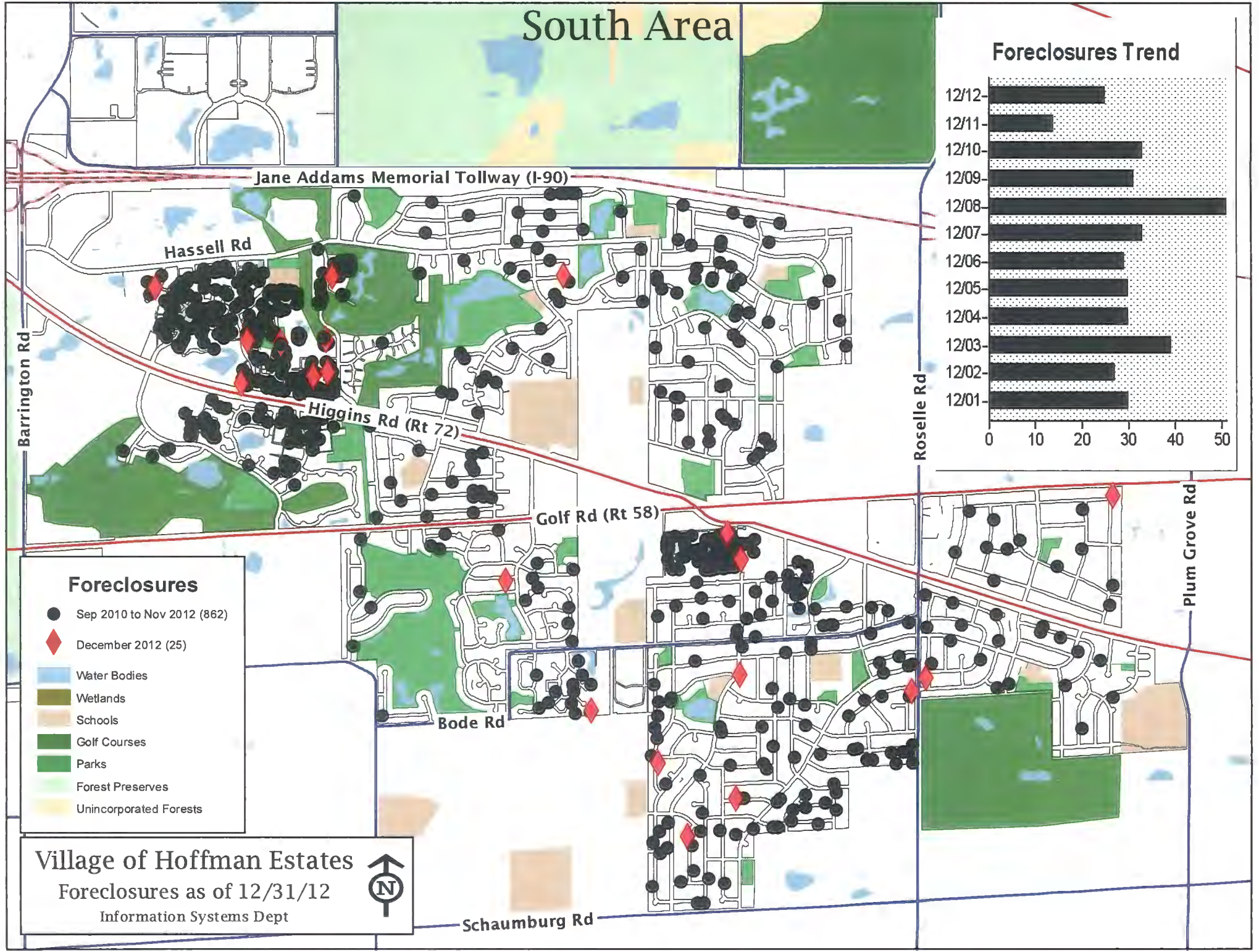
Foreclosures Trend



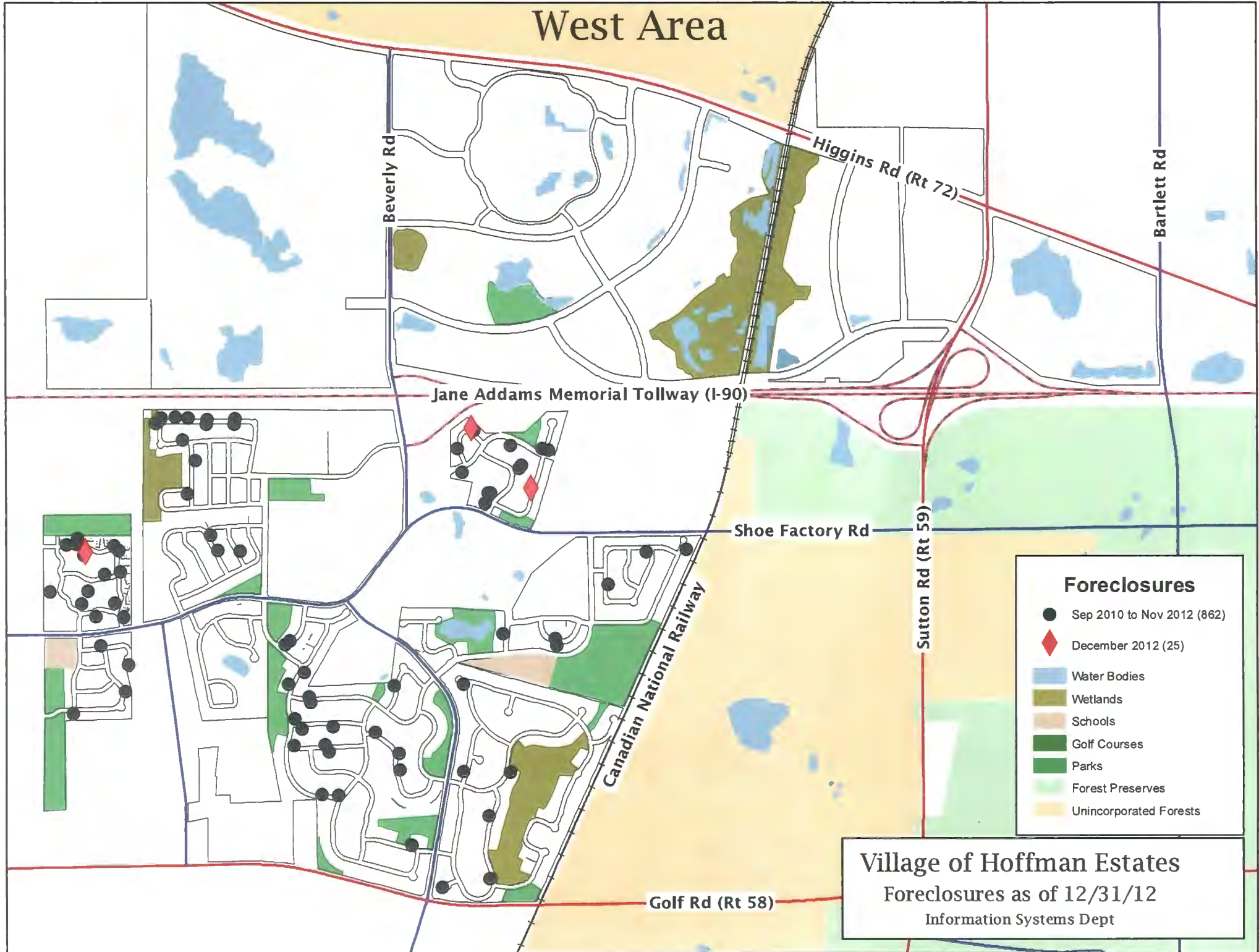
Foreclosures

- Sep 2010 to Nov 2012 (862)
- ◆ December 2012 (25)
- Water Bodies
- Wetlands
- Schools
- Golf Courses
- Parks
- Forest Preserves
- Unincorporated Forests

Village of Hoffman Estates
 Foreclosures as of 12/31/12
 Information Systems Dept



West Area



Foreclosures

- Sep 2010 to Nov 2012 (862)
- ◆ December 2012 (25)
- Water Bodies
- Wetlands
- Schools
- Golf Courses
- Parks
- Forest Preserves
- Unincorporated Forests

Village of Hoffman Estates
Foreclosures as of 12/31/12
Information Systems Dept

**ECONOMIC DEVELOPMENT/TOURISM MONTHLY REPORT
JANUARY 2013**

GENERAL

- ◆ Participation in a Community Advisory Group Barrington Road Interchange planning session.
- ◆ Planning for a January 16, Golden Corridor Manufacturing meeting to present the CMAP Technical Assistant grant information to manufacturers, toolmakers, economic development directors, secondary and past secondary education representatives to be held at the Hoffman Estates Village Hall.
- ◆ Final actions regarding a new interior wall mural at the SCA customer service office to brand "59-90, The Entertainment Crossroads" and the shopping, dining, and entertainment options on the website. Should be installed in January 2013.
- ◆ Continued collection of giveaways to grow the 59-90.com database of western area shoppers. There are currently 800 in the database. The list informs consumers of events like SCA activity, special sales, and seasonal shopping.
- ◆ Participation in a program that opened manufacturing jobs to unemployed veterans on December 18, 2012, with a Golden Corridor member.
- ◆ Periodic communications with banks trying to sell foreclosed commercial property in the Village.
- ◆ Fielding calls related to the sale of 75 and 85 East Golf Road from brokers and a developer.
- ◆ Development of a full page ad in the February 2013, Chamber Community Profile magazine.
- ◆ Interviewed by Niche Publications for an economic development update for the Hoffman Estates Chamber of Commerce Community Profile publication.
- ◆ Conference calls with CMAP to outline scope of services for the Technical Assistance Grant in 2013.
- ◆ Preliminary meeting with National Veteran's Museum group to review actions and timetable ahead.

OFFICE/INDUSTRIAL

- ◆ Planning a schedule of events to promote office and industrial vacancies and opportunities in Hoffman Estates to the outside world.
- ◆ Constant updating and working with brokers to keep the information fresh on the Village's searchable property database - hoffmanestatessite.com.

- ◆ Continued planning and coordination regarding gateway and wayfinding signs in Prairie Stone and Poplar Creek at 59/90. Recent activity has been installing OTB signs in the 59/90 Entertainment District along Prairie Stone Parkway.
- ◆ Final coordination for Cook County 6b classification for We Care Recycling, a company purchasing 2300 Stonington Avenue. They are closing and will begin remodeling in early 2013 in their new headquarters.

RETAIL

- ◆ Meeting with the new regional director of Sterling organization regarding possible redevelopment of the Hoffman Plaza Shopping Center.
- ◆ Meeting with the manager of Business Development for the Daily Herald regarding partnering in 2013 for a mini-conference in Hoffman Estates.
- ◆ Conversations with McShane Companies regarding site planning for a new development on Parcel 23 in the 59/90 district.
- ◆ Discussions with DCEO regarding a Hoffman Estates article in their new state-wide marketing efforts.
- ◆ Continued dialogue with the purchaser of the Rose Plaza Shopping Center to explore visibility and signage issues.
- ◆ Grand opening event for Morizzo Funeral Home on Hassell Road.
- ◆ Periodic meetings with service provider for the 59-90 website and marketing activities.

TOURISM


Hotels:

- ◆ Circulated rate request for Skating Tournament organizer that previously had all rooms booked at O'Hare properties. Hosted site tour and pulled 100 room nights to Village hotels taking place in January 2014.
- ◆ Circulated rate request for International Youth Hockey Tournament organizers in partnership with the Hoffman Estates Park District. Assisting this organization in forming a local organizing committee to facilitate this year's event (Scandinavian Players) and help develop sponsorships to offset first year tournament costs.
- ◆ Created rate sheet and transportation guides for fan base to book Hoffman Estates hotels for Big Ten Basketball Tournament in March.
- ◆ Created rooms pick-up report for Illinois Recreational Cheerleading Association event organizers.

- ◆ Met with new management team (JC Hospitality) for the Comfort Inn. Facilitated discussions with Heidner Properties regarding off-site signage agreement put in place during property sale. Assisting in replacing key personnel, providing checklists for internal department use, and providing assessment of current and past guest satisfaction reports to overcome negative impressions given by high turnover and no training of front line personnel.
- ◆ Working with Cabela's to add all eight hotels in Hoffman Estates under "Lodging" on the Cabela's Hoffman Estates website and pull off two East Dundee hotel listings.

Business Retention:

- ◆ Met with every restaurant that participated in the "Taste" event for 2012. Dropped off copies of the newspaper articles and thank you notice we placed in the Daily Herald, along with copies of the Village newsletter to recap additional exposure for all participants beyond the event itself.
- ◆ Met with CitySwipe organizers to brainstorm additional partnership opportunities. Also had CitySwipe prepare a presentation for the Chamber's consideration with a new business model that would assist the Chamber in driving membership while providing ongoing funding through a shared portion of sales from participating merchants/services.
- ◆ Participated in the Shop with a Cop program.
- ◆ Provided IRCA local contacts that could provide direct barter of services/products in exchange for exposure to the 10,000 audience the event draws.
- ◆ Agreed to Chair the "Fashion Show" for the HECCI in 2013 in an effort to invigorate the event and make it a greater benefit for participating businesses and grow ticket sales through innovative marketing of this fun, new format.
- ◆ Met with Chamber to assist in defining top ten events taking place in Hoffman Estates for their annual publication.
- ◆ Working on a map piece that will locate every restaurant in the Village with a map on one side and listings on the other. Great tool for Sears Centre Arena, hospital, Park District locations, and hotels to distribute.



Gary Skoog, Director of Economic Development